



City of Annapolis
Department of Neighborhood & Environmental Programs
160 Duke of Gloucester Street
Annapolis, MD 21401-2517

DNEP@annapolis.gov • 410-263-7946 • Fax 410-263-9158 • TDD use MD Relay or 711 • www.annapolis.gov

Annapolis Conservancy Board

November 13, 2014

The Annapolis Conservancy Board (ACB) of the City of Annapolis held its regular meeting on November 13, 2014, at the Roger "Pip" Moyer Recreation Center. **Chair** Jennings called the meeting to order at 5:55pm.

Present: **Chair** Jennings, Lippert

Absent: Clift

Staff: Savidge-Board Liaison, Bierman-Mayor's Office

II. APPROVAL OF MINUTES

July 17, 2014 Meeting Minutes

Mr. Lippert moved approval of the July 17, 2014 meeting minutes as amended. **Chair** Jennings seconded the motion. The motion passed unanimously in a vote of 2-0.

September 11, 2014 Meeting Minutes

Mr. Lippert moved approval of the meeting minutes as amended. **Chair** Jennings seconded the motion. The motion passed unanimously in a vote of 2-0.

III. OLD BUSINESS

a. Legal Updates

1. Memorandum of Understanding (MOU) with County- Programmed Open Space Funding

Mr. Savidge reported that the MOU remains on hold until a new Recreation and Parks Director has been selected at which time there will be follow up.

2. Schubert Property

There is no update **as Chair** Jennings will discuss the Schubert Property with Mr. Lomax.

3. Vytar Easement

Mr. Savidge reported that he, **Chair** Jennings, Mr. Brice walked the site to explore a possible connection to Truxtun Park going through Vytar to the HACA property. The action items from the meeting were for Mr. Brice to review City maps and record plats to determine if the city-owned property is contiguous between Vytar and Truxtun Park. He reported that it is contiguous between Vytar and the City right of way or road. The next step is to determine whether there is interest from the Housing Authority and Recreation and Parks for the connection.

b. Board Vacancies

Chair Jennings reported that Ms. Bierman who is the Community Constituent person working on the Boards and Commission indicated that the City is working to fill the ACB vacancies and hope to have new members on board for the January meeting.

c. **2014 Easement Inspection Assignments**

Mr. Savidge reported on the Acton Landing easement indicating that the Sycamore tree is not doing well so he will discuss this further with Mr. van Zutphen. He reported on the status of the August Woods easement indicating that he met with a representative from HOA and the management company so hopes to meet with the landowners of some of the other easements. He explained that the representatives are looking for projects specifically some of the downed trees so he once again will discuss this with Mr. van Zutphen. **Chair** Jennings referred the removal of the dead trees to Mr. van Zutphen's recommendations but if dead trees are being removed, the tree of heaven should be removed as well. Mr. Savidge suggested revisiting how the signs are affixed to the trees because currently the signs are growing into the trees and suggested possibly using a long nail that will not harm the tree. **Chair** Jennings suggested placing the signs on a fence post. Mr. Savidge reported that research indicates that the Vytar property is not a conservation easement but is owned by the City. **Chair** Jennings suggested that this be a new business item for the January meeting to think about pursuing easements for City properties that do not currently have easements. Mr. Savidge reported that August Woods is interested in stormwater retrofits to seek funding and he will work with Mr. Matt Waters to find a solution. Mr. Lippert asked that Mr. Savidge provide some inspection forms and the address of the easements he is to inspect so that he can put them in format to report at the January 8, 2015 meeting.

IV. **REGULAR BUSINESS BEFORE THE BOARD**

a. **Review of Minutes of Other Environmental Boards**

The minutes of other Boards were distributed to the members via email.

b. **City Legislative Update**

Mr. Savidge reported that the only legislation of interest is that the City is revisiting the Forest Conservation Act and a new ordinance is being proposed. The intention of the revision is to bring the City's code into compliance with the State code.

V. **NEW BUSINESS**

a. **Jay Baldwin**

Chair Jennings reported that Mr. Baldwin had passed and there was a brief discussion prior to the meeting with Ms. Bierman about the City recognizing his service to the ACB. Ms. Bierman will try to get a citation together. **Chair** Jennings will email Alderman Arnett about naming a street end park after him and Mr. Lippert suggested a bench if the street end does not work. She will also look into placing his name on the memorial tree located in the Pip Moyer Recreation Center. Ms. Baldwin will be sending out invitations for Jay's Celebration of Life event scheduled for the end of December.

b. **Transition Team Report Discussion**

Chair Jennings reported that the Mayor released his transition team report that included recommendations for the Boards and Commissions. There was a brief discussion regarding some of the recommendations specifically regarding changes to the current requirement that the ACB have a representative on the MAB.

c. **Site Design Manual Update**

Mr. Savidge explained that the Site Design Manual is a large manual used during the site design process when applicants come in to develop property. This manual gives them guidance on requirements and recommendations. There was no section in the manual regarding conservation easement agreements so Mr. Savidge provided a copy of suggested language for the ACB to review and comment.

VI. **ADJOURNMENT**

With there being no further business, Mr. Lippert moved to adjourn the meeting at 7:30pm.
Chair Jennings seconded the motion. The motion passed unanimously in a vote 2-0.

The next meeting is scheduled for January 8, 2015 at 5:30pm at Pip Moyer Recreation Center.

Tami Hook, Recorder